

The Earthwise Living Committee of the City of Leon Valley, Texas met on the 23rd day of March, 2016 at 5:30 p.m. at the Leon Valley Public Service Center, at 6427 Evers Road, Leon Valley, Texas, for the purpose of the following business, to-wit:

REGULAR MEETING OF THE CITY OF LEON VALLEY

EARTHWISE LIVING COMMITTEE, 5:30 P.M.

1. Call the City of Leon Valley Regular Earthwise Living Committee Meeting to Order and Determine a Quorum is Present.

An informal discussion was held until a quorum was reached at 5:50 p.m. The meeting was called to order at 5:50pm. Present were Committee members Burnside, Ealy, Gomez, Hendricks, and Mayor Riley. Absent was Committee member Key. Also present was Staff member Acuna.

2. Review and Consider Approval of the March 2, 2016 Regular Meeting Minutes.

Member Ealy made a motion to approve the minutes. The motion was seconded by member Mayor Riley, and the motion passed unanimously.

3. Discussion Regarding the March 5, 2016 Earthwise Living Day Event

Reports:

Staff member Acuna: Three plants not picked up at the Garden Center for EWL Day and door prizes not passed out at EWL Day will be used as door prizes at the Leon Valley Volunteer Dinner to be held on April 6. The budget was reviewed. It was noted that Waste Management had been removed from the Sponsor list since a sponsor check had not been received. Members were reminded that sales tax must be collected on all items sold including items sold by the committee such as t shirts, aprons etc. \$14.14 for tax was added to the expense list.

General Discussion: A reminder regarding Sales Tax Permit and collection of sales tax on all items sold will be added to the Food and Exhibit Registration Forms. The Wi-Fi code (apple pie) will also be added to the forms. Member Hendricks will update the forms. The attendance list was signed by 263 people even though it was felt more people attended. It was suggested that the registration table provide more information to the public such as which building contained vendors and speakers and where to check door prize tickets. Possibly 2 tables for registration could be utilized next year. Suggestions for next year included: 1. having speakers on Friday and vendors on Saturday, 2. have speakers on Earth Day and vendors at EWL, and 3. have the Conference Center focus on children only activities and leave "Sustainability" in the Community Center. It was suggested to develop a map for mural location to be utilized by Public Works. Members reviewed who had written thank you notes and to which vendor/speaker. Staff member Acuna will send notes to the Sponsors. One plant was missing and Rainbow Gardens was reimbursed. The list provided by member Mayor Riley and member Hendricks was provided to members. Member Hendricks suggested that trays be purchased for passing out the breakfast items. She also noted that vendors came to the kitchen to fill water containers, store lunches and fill their water glasses. A sign pointed to the restroom is needed. Members felt more announcements and communication to attendees was needed. Member Mayor Riley suggested purchasing a microphone with amplifier and will provide the cost. It was noted that unfortunately it was not until the end of the event that it was realized that the microphone located on the porch could have been used in the Community Center. Suggestions for volunteers included having a central location. Volunteers could be utilized to give vendors breaks. The

recycle station manned by 2 volunteers worked well. Next year it should be noted that TV's are not accepted. Door prize numbers were posted at the booth, but also needed to be posted at the Conference Center. It was hard for the public to see the sign and it was suggested to move the door prize table next year. It was suggested to shorten the hours next year since vendors started to leave early. Vendors that were a no show was reviewed. Public Works employees working at the event heard no complaints. Member Burnside questioned if the person who made the posters have been paid. She suggested we start making posters and buying supplies earlier. More committee members are needed. Items to purchase to sell next year was discussed. The volunteers at the booth had requests for aprons and the green EWL insulated bags sold last year. It was suggested that we sell reusable bags that could be used instead of zip lock bags. Another idea was to sell reusable produce bags.

Discussion regarding 4th of July: Waste Management will need to provide more bins this year and members/volunteers are needed to help educate the public on recycling. The question was asked who will be available to walk in the parade.

Discussion regarding Earth Day: It was suggested that a proclamation be announced at City Council. Future Education opportunities include: July the 4th, Texas Recycle Day, Earth Day, Speaker Day at the Library sponsored by EWL.

Items for the May meeting: 1. members to contact vendors who participated this year and ask for their participation in EWL 2017, 2. decide on day for Texas Recycle Day, 3. order insulated bags to sell at 4th of July event, 4. set date for 2017 EWL Day, 5. purchase items to sell (green insulated bags, aprons etc.) at 2017 EWL Day, 6. outline 2017 EWL Day, and 7. outline the idea of utilizing the Conference Center for children only activities.

4. Adjourn

Member Mayor Riley moved to adjourn the meeting and the motion was seconded by member Burnside. The meeting was adjourned without objection at 7:34 p.m. The date of the next meeting will be May 11, 2016 at 5:30 p.m.

Belinda Ealy
Co-Chair

May 12, 2016
Date